

Benefield Parish Council

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Draft Minutes Parish Council Meeting

Benefield Parish Council are pleased to publish the Council's draft minutes for it's meeting held on Wednesday 10th April at the Benefield Village Hall. Causin Way PE85AF

- 1.24 To note attendance and approve apologies for absence.
 Councillors Present: **Cllr Jason Cutmore** Chairman
Cllr Alf Pridmore
Cllr Robert Bullimore
Cllr Nathalie Tarbuck
 Apologies: **Cllr Shatford**
Cllr Groom
 Public : **3 Residents**
1 Guest speaker - Steve Barber
Steve Lindley PLR
Peter Bullock Clerk
- 2.24 **Minutes approved & signed for meeting held on the 26th February 2024**
- 3.24 **To note any matters arising from the minutes not included on this agenda for report only - None**
- 4.24 **Members declaration of interest in items on the agenda-None**
- 5.24 **Public Participation Session. No questions.**
- 6.24 **Appointment of new Councillor following the retirement of Cllr Tarbuck**
Application to be elected received from Mr. Paul Faulkner
Mr. Paul Faulkner duly elected.
 *It was decided that the application questionnaire be posted to inform residents of duties expected from Cllrs.
- 7.24 **Parish Clerk Report**
 i **Training report**
 Clerk reported on the value of his recent training approved last year
 Cllr Pridmore questioned when approval of new Cllrs training was approved? It was noted that training becomes an agenda item for approval in the future.
 Cllr Tarbuck reported on her training - Code of conduct. It was decided that this be discussed after the meeting and included on the next agenda.

- ii **Parish Clerk contract of employment**
Formal document required. Cllr Tarbuck agreed to create the contract with the help of NCALC.
- iii **Standing Orders**
Updated Standing Orders needed to take account of current legislation Clerk to address.
- iv **Website**
After discussion it was agreed that the Parish Council Website needs updating. 1st action = Social media to establish what the residents would like to see.

8.24 **Financial**

- i **Internal Auditor**
Internal Auditor to be formally appointed
Cllr Tarbuck asked the scope of the internal audit. Clerk replied that to date this has been purely financial. Cllr Tarbuck suggested that we should have performance criteria as part of a wider review - To be discussed.
- ii **Bank Statement**
No outgoings from the 22nd January -Balance £11410.88
Grass cutting rebate received - £417.39
Closing Balance as at 1st March = £11.828.27
- iii **Banking Procedures**
Formal Banking procedure needs to be put in place. Clerk, Cllr Groom & Cllr Tarbuck to be added.
- iv **Bills for Payment.**

NCALC	£320.39
Npower	£662.94
EON	£249.60
Village Hall	£46.00
Clerk	£144.60
Total	£1,423.53
- v **Purchase of equipment**
Clerk to source new laptop for the Parish Council budget <£300

9.24 **Planning**

No new planning applications or approvals.

10.24 **Police Liaison Report _ Steve Lindley**

Police Officer numbers at new high
Blueprint - visibility and investigation.
Reminder of upcoming election of Fire & Crime Commissioner
election - May 2nd
No major crime incidents in our area.

- 11.24 **Traffic Calming**
Steve Barber, on the invitation made by our PLR, made a full presentation on the purchase of speed restriction equipment. Mr Barber has been the facilitator on behalf of Parish Councils, for equipment, since 2008. He outlined the various alternatives and the grant that is available. All agreed his presentation was a mine of information and our PLR -Steve & Cllr Tarbuck would liase with Mr. Barber to move things forward.
- 12.24 **Flood protection**
Clerk informed that he had written to Dept Transport. Cllr Pridmore stated that he had spoken to Kier contractors in late February and work was scheduled for June
- 13.24 **Street Lighting**
Awaiting reply from National Grid.
- 14.24 **Future Agenda Items.**
Asset Register
Bank Account - Deposit Account
Additional items to be added as required for Annual Parish meeting
- 15.24 **Proposed date of next meeting**
22.05.24

Signed

Date
